

APPENDIX 'C'
ADMINISTRATORS' COMPENSATION
September 1, 1996

<u>NO. BEDS</u>	<u>NE</u>	<u>NO. BEDS</u>	<u>NE</u>
		1-76	45,952
		77	46,184
		78	46,413
		79	46,645
		80	46,873
		81	47,107
		82	47,329
		83	47,562
		84	47,789
		85	48,270
		86	48,746
		87	49,223
		88	49,702
		89	50,182
		90	50,660
		91	51,134
		92	51,614
		93	52,092
		94	52,571
		95	53,044
		96	53,525
		97	54,006

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<u>NO. BEDS</u>	<u>NE</u>	<u>NO. BEDS</u>	<u>NE</u>
		98	54,485
		99	54,959
		100	55,440
		EA. ADD'L	213

ASSISTANT ADMINISTRATORS WILL BE LIMITED TO THE LOWER OF ACTUAL SALARY PAID OR 75% OF THE ADMINISTRATORS SALARY ALLOWANCE.

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APPENDIX 'D'

ROUTINE SERVICE - NURSING AND MEDICINE CHEST SUPPLIES

Items of service and supplies which have been identified and defined as routine services and allowable in the per diem rate are listed but not limited to those listed below for Nursing Facilities.

ABD pads	Catheter plugs
A & D ointment	Catheter tray
Adrenal I.M.	Catheters (any size)
Air mattresses	Colostomy bags
Air P.R. mattresses	Composite pads
Airway - oral	Cotton balls
Alcohol	Crutches
Alcohol plasters	"Customized" crutches, canes, and
Alcohol sponges	wheelchairs
Antacid suspensions	Decubitus ulcer pads
Antipruritic oil	Deodorants
Applicators, cotton tipped	Disposable underpads
Applicators, swab-eez	Donuts
Aquamatic K pads (water-heated pad)	Douche bags
Arm slings	Drain tubing
Asepto syringes	Drainage bags
Adhesive tape	Drainage sets
Baby powder	Drainage tubes
Bandages	Dressing tray
Bandages - elastic or cohesive	Dressings (all)
Band-aids	Drugs, nonlegend
Basins	Drugs, stock; excluding insulin
Bed frame equipment (for certain	
immobilized bed patients)	Enema can
Bed rails	Enema-Fleets
Bedpan, fracture	Enema-retention
Bedpan, regular	Enema soap
Bedside tissues	Enema supplies
Benzoin, aerosol	Enema unit
Bibs	Enemas
Bottle, specimen	Eye pads
Canes	Feeding tubes
Cannula-nasal	Female urinal
Cascara (1 oz.)	Flotation mattress
Catheter, indwelling	Flotation pads and/or turning frames

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ROUTINE SERVICE - NURSING AND MEDICINE CHEST SUPPLIES
(Cont'd)

Folding foot cradle	Medicine dropper
Gastric feeding unit	Methiolate aerosol
Gauze sponges	Milk of magnesia
Gloves, unsterile and sterile	Mineral oil
Gowns, hospital	Mouthwashes
Green soap	
	Nasal cannula
Hand, feeding	Nasal catheter
Heat cradle	Nasal gastric tubes
Heating pads	Nasal tube feeding
Heel protector	Needles (various sizes)
Hot pack machine	Needles-hypodermic-scalp, vein
	Non-allergic tape
	Nursing services (all) regardless of level, including the administration of oxygen and restor. nursing care
Ice bags	Nrsng suppl./dressings (other than items of prsnl comftr/ cosmetics)
Incontinency care	
Incontinency pads and pants	Ointment (non-prescription), skin
Infusion arm boards	Overhead trapeze equipment
Inhalation therapy supplies	Oxygen equipment (such as IPPB machines and oxygen tents)
Aerosol Inhalators, self contained	Oxygen mask
Aerosol (other types)	Oxygen tank for emergencies
Nasal catheter insertion and tube	
Nebulizer and replacement kit	Pads
Steam vaporizer	Peroxide
Intermittent positive pressure breathing machines (I.P.P.B.)	Pharmaceuticals, non-prescription
Invalid ring	Pitcher
Irrigation bulbs	Plastic bib
Irrigation trays	Pumps (aspiration and suction)
I.V. trays	Restraints
	Room and Board
Jelly-lubricating	Sand bags
Keolin and pectin solution	Scalpel
Linens, extra	Sheepskin
Lotion, soap and oil	Special diets
	Specimen cups
Male urinal	
Massages (by nurses)	
Medical social services	

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ROUTINE SERVICE - NURSING AND MEDICINE CHEST SUPPLIES
(Cont'd)

Sponges
Sterile pads
Stomach tubes
Suction catheter
Suction machines
Suction tube
Suppositories
Surgical dressings (including sterile
sponges)
Surgical pads
Surgical tape
Suture removal kit
Suture trays
Syringes (all sizes)
Syringes, disposable

Tape for laboratory tests
Tape (non-allergic or butterfly)
Testing sets and refills
Tongue depressors
Tracheostomy sponges
Tray service
Tubing - I.V. trays
Blood infusion set
I.V. tubing

Underpads
Urinary drainage tubs
Urinary tube and bottle
Urological solutions

Walkers
Water pitchers
Wheelchairs

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<u>CHART OF ACCOUNTS WITH EXPLANATIONS IN SUMMARY FORM</u>		
ACCOUNT NUMBER	DEPARTMENT AND ACCOUNT	ILLUSTRATIONS OF ITEMS <u>INCOME</u>
0300	<u>GROSS INCOME</u>	
0300A	Room and Board - Private-Paying Patients	
0300B	Room and Board - Federal Medicare Patients	
0300C	Room and Board - State Medicaid Patients	
0300D	Room and Board - Veteran Patients	
0300E	Room and Board - Blue Cross Patients	
0300F	Room and Board - Employees	
0300G	Retrospective Adjustment	
0301	Sale of Drugs and Supplies	
0302	Laboratory Fee Income	
0303A	Physical Therapy - Federal Medicare	
0303B	Physical Therapy - Private-Paying Patients -	
0303C	Physical Therapy - Other Patients	
0303D	Other Therapeutic Services - Federal Medicare	
0303E	Other Therapeutic Services - Private Patients	
0303F	Other Therapeutic Services - Other Patients	
0304	Utilization Review - Medicare	
0305	Laundry Income	
0306	Guest and Employee Meals	
0307	Vending Machine Income	
0308	Income from Empty Beds	
0309	Rent Income	
0310	Interest Income	

Appendix 'E'

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CHART OF ACCOUNTS WITH EXPLANATIONS IN SUMMARY FORM**Appendix 'E'**

ACCOUNT NUMBER	DEPARTMENT AND ACCOUNT	(cont'd) ILLUSTRATIONS OF ITEMS
0311	Ancillary Service Income	
0312	Meals on Wheels Program	
0313	Day Care Program	
0314	Other Income (Specify)	
0315	<u>Nurse's Aide Training/Competency Evaluation</u>	
		<u>EXPENSES</u>
	<u>FIXED PROPERTY</u>	
1451	Real Estate Taxes	Taxes on Real Est./property owned by facility
1451A	Personal Property Taxes	
1451B	Fire Tax	
	<u>ENERGY</u>	
2512	Fuel	
2513	Gas	
2514	Electricity	
	<u>OTHER PROPERTY RELATED</u>	
3452	Interest	Interest on mortgages, loans or notes payable <u>including working capital loans</u>
3453	Rent/Lease	Rent on property leased by facility
3453A	Lease of Equipment	Lease payments
3454	Amortization of Leasehold Improvements	Pro rata share of costs of changes made on bldg leased for business

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CHART OF ACCOUNTS WITH EXPLANATIONS IN SUMMARY FORM**Appendix 'E'**

ACCOUNT NUMBER	DEPARTMENT AND ACCOUNT	(cont'd) ILLUSTRATIONS OF ITEMS EXPENSES
<u>OTHER PROPERTY RELATED (Cont'd)</u>		
3455	Building Depreciation	Annual share of estimated depreciation on building
3455A	Building Improvements Depreciation	
3457	Equipment Depreciation	Furniture, fixtures and equipment
3466	Motor Vehicles Depreciation	Cars, trucks, etc.
<u>LABOR RELATED</u>		
4431	Health Care Plan - Employer's Share	Employer's share of health insurance coverage
4432	Other Employee Fringe Ben. not reported elsewhere	
4440	Payroll Taxes	Employer's share of social security taxes and of Federal and State Unemployment & Disability Insurance
4442A	Insurance-Workers' Compensation	
4511	Maintenance Salaries	Engineers, heating plant employees, watchman, outside maintenance
4521	Salaries	Dieticians, chefs, cooks, dishwashers, helpers
4524	Purchased Dietary Services	Outside services
4531	Laundry Salaries	Laundryman or woman, ironers, seamstress
4538	Purchased Services	Expenses for outside commercial laundry services, linen hire
4541	Housekeeping Salaries	Housekeepers, maids, porters
4548	Housekeeping Purchased Services	
4600	Director of Nurses	

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CHART OF ACCOUNTS WITH EXPLANATIONS IN SUMMARY FORM**Appendix 'E'**

ACCOUNT NUMBER	DEPARTMENT AND ACCOUNT	(cont'd) ILLUSTRATIONS OF ITEMS EXPENSES
<u>LABOR RELATED (Cont'd)</u>		
4601	Salaries - R.N.	
4611	Salaries - L.P.N.	
4615A	Physical Therapist - Medicare	Title XVIII-Medicare
4615B	Physical Therapist - Medicaid	Title XIX-Medicaid
4615C	Physical Therapist - Private-Paying	Private-Paying patients
4615D	Physical Therapist - Medicaid other States	
4621	Salaries - Aides & Others	Unlicensed Practical Nurses, Nurses' Aides, Attendant Orderlies
4622A	Purchased Services of R.N.'s	
4622B	Purchased Services of LPN's	
4622C	Purchased Services of N.A.'s	
4715A	Other Therapeutic Services/Medicare	Salary or purchased services
4715B	Other Therapeutic Services/RI Medicaid	Salary or purchased services
4715C	Other Therapeutic Services/Private/Other	Salary or purchased services
4728A	Other Labor-Salaries, Fees	
<u>ALL OTHER</u>		
5425	Office Supplies & Printing	Stationary, postage, printing, subscriptions & all supplies
5426	Communications	Telephone, telegraph
5427	Travel-Motor Vehicle	Cost of operating automobile in connection with administrative duties

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NUMBER

(cont'd)

DEPARTMENT AND ACCOUNT

ILLUSTRATIONS OF ITEMS
EXPENSES**ALL OTHER (Cont'd)**

5428	Conventions, Meetings	Registrations, travel and other
5428A	Education & Seminars	Registrations, travel and other
5429	Advertising & Public Relations	Advertisements, brochures and all promotional expenses
5429A	Advertising - Help Wanted	Advertisements for Aides, Nurses, etc.
5430	Licenses & Dues	Institutional license fees, personal & Institutional membership dues, trade publications, etc.
5433	Home Office/Central Office	Portion other than labor and payroll-related expenses
5442	Insurance	Premiums for all institutional insurance
5443	State Franchise Taxes	Corporation or Owners State Tax
5449	Miscellaneous	
5515	Water & Sewerage	
5516	Maintenance Supplies	Ladders, lumber, paint, working tools
5518	Maintenance Purchased Services and Repairs	Contract fees for repairs and services, window washing, cleaning floors etc.
5522	Raw Food	Cost of all food purchased
5529	Dietary Supplies	Replacement dishes, kitchen utensils, soap and detergents used in kitchen
5532	Linens & Bedding Supplies	Sheets, mattresses, pillows, towels, wash cloths (replacement only)
5539	Laundry Supplies	Laundry soap, bleaches, starch

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